



Information Privacy and Security Council (IPSC)

Meeting Agenda

August 18, 2010 1:00 PM to 4:00 PM

Participants and the general public can join the meeting at any of the following State VCCs:

Kalanimoku Building 1151 Punchbowl Street Comptroller's Conference Room 410 Honolulu, Hawai'i 96813	Wailuku Judiciary Bldg. 2145 Main Street First Floor Wailuku, HI 96793	Lihue State Office Bldg. 3060 Eiwa Street Basement Lihue, HI 96766	Hilo State Office Bldg. 75 Aupuni Street Basement Hilo, HI 96720
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| I. | Call to Order – Welcome | Russ Saito, Chair |
| II. | Approval of previous meeting minutes | Russ Saito |
| III. | Reports from Investigative Committees | |
| | <ul style="list-style-type: none">Executive Summary collection and report<ul style="list-style-type: none">Update on agency reporting | Todd Crosby |
| | <ul style="list-style-type: none">Distribution and collection of Agency PII annual reports and Summary Report to Legislature<ul style="list-style-type: none">Update on agency reporting | Andrew Tseu |
| | <ul style="list-style-type: none">Collection of Agency Designees for Policy and Oversight for the Protection of Personal Information<ul style="list-style-type: none">Update on agency reporting | Todd Crosby |
| | <ul style="list-style-type: none">Investigation of Best Practices, Automated Tools, and Training<ul style="list-style-type: none">Document has been publicly posted. Discussion of future enhancements. | Jodi Ito |
| | <ul style="list-style-type: none">Breach Policy Guidelines & Personal Information Best Practices<ul style="list-style-type: none">Document has been publicly posted. Discussion of future enhancements. | David Keane |
| | <ul style="list-style-type: none">Social Security Number Protection<ul style="list-style-type: none">DiscussionMethods for doing proactive scanning | Jodi Ito |
| | <ul style="list-style-type: none">Digital photocopier / multi-function device Security & Best Practices<ul style="list-style-type: none">Discussion | Mel Decasa |
| | <ul style="list-style-type: none">Template for Breach Notification<ul style="list-style-type: none">Discussion | Jodi Ito |
| IV. | Announcements | Council |
| V. | Adjournment | Russ Saito |

Next meeting date: September 15, 2010 from 1:00 PM to 4:00 PM

*Individuals who require special needs accommodation are invited to call Eleanor Suzuki at (808) 586-1920 x315 at least **5 working days** in advance of the meeting.*